

STATE HEALTH PLAN PREVENTION PARTNERS

Presents

FALL INTO FITNESS

A Healthy Lifestyle Incentive Exercise Program



FALL INTO FITNESS

A Healthy Lifestyle Incentive Exercise Program

State Health Plan Prevention Partners
Employee Insurance Program
South Carolina Budget and Control Board
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STATE HEALTH PLAN PREVENTION PARTNERS

How To Implement

"Fall Into Fitness" A Healthy Lifestyle Incentive Exercise Program

Welcome to "Fall Into Fitness!" This is a fun, easy, four week, incentive exercise program. This packet contains coordinator promotional materials, exercise logs, a certificate you can copy and distribute at the end of the program and participant materials.

The goal of the program is to get as many people in your workplace as possible involved in aerobic exercise. Use door prizes, team competitions, and/or a "buddy system" to accomplish this. Participants may do any one aerobic exercise that interests them or they may prefer to try a different one each week from those described in this program. Participants should keep track of the days and minutes exercised each week on the exercise logs included in the participant materials. To be eligible for potential door prizes participants must have a minimum of three, 30 minute exercise sessions for the week. Participants can also earn 30 bonus minutes each week for meeting the goal of three, 30 minute exercise sessions in one week. Set up a central collection box on a designated day and time each week. Draw for the door prize that same day at a designated time.

The program may work better if offered as light competition between buddies, teams or departments. Award a door prize each week in one or all of the following categories:

- Anyone who has meet the minimum criteria of three times per week for 30 minutes each time
- The department with the most participants
- Anyone who has exercised five or more days of the week (draw names if more than one)
- Person with the largest total number of exercise minutes

Allow participants to place their name in the drawing equal to the number of times they exercised as an additional incentive. You may wish to offer grand prizes at the end of the program. Categories could include a prize for total number of exercise days, total number of participants by department, or total minutes of exercise for walking, swimming, or cycling, etc.

"Fall Into Fitness" Coordinator Promotional Materials

The "Fall Into Fitness Coordinator materials include the following.

- "Fall Into Fitness" Promotion Tips
- Participant Tracking Form
- Three Promotional Flyers ("Coming Soon," "Attention... All Exercisers," and "Hurry")
- "Fall Into Fitness" Certificate

Use the flyers and promotion tips included in this program packet to advertise the program. Use the tracking form to record participant names and exercise minutes each week. Plan a special activity to kickoff the program at any time during the year, or use it in conjunction with the State Health Plan Prevention Partners Spring Wellness Walk. Recruit other people to assist you with the tasks listed below. Copy the certificate onto colored paper and award it to each participant at the end of the program.

"Fall Into Fitness" Timeline

- Decide on a date for your program to start
- Post flyers with a contact name to advertise the program - three weeks prior to program's start and as needed
- Collect door prizes (try local merchants, restaurants, fitness centers) - three weeks prior to program's start
- Post a sign up sheet or have potential participants sign up at a designated place - two weeks prior to program's start
- Meet with participants to tell them about the program - one week prior to program's start
- Copy and distribute program materials - one week prior to program's start
- Kickoff - first day of program's start
- Collect exercise logs and award door prizes - each week of the program
- Award certificates to all participants - at the end of the program

Good luck and have fun while you "Fall Into Fitness."

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COORDINATOR PROMOTIONAL MATERIALS

"Fall Into Fitness" Promotion Tips

- Photocopy promotional fliers (on colored paper if possible) and post in break rooms, elevators, on bulletin boards, restrooms, or use as paycheck stuffers.
- Announce the event through regular employee news channels such as the public address system and employee newsletters.
- Spread the word through your "informal" communication system of committee members or other key persons (healthful opinion leaders).
- Promote the event through added incentives such as asking area sports or fitness related businesses to donate small prizes for a weekly drawing for participants.
- Copy certificates onto colored paper for distribution to all participants at the end of the program.
- Seek support from your supervisor, principal (administrator) or other key personnel. Try to get them to personally participate in the event. Send a memo to employees from the administrator supporting the event and inviting employee participation.
- Encourage fitness-oriented employees to help plan and conduct the event.
- Present short promotional announcements at employee or staff meetings.
- **Ask potential participants what prizes they would like to receive and/or if they would pay a small registration fee for the purchase of door prizes.**
- Use this program as a catalyst for a continuous fitness/exercise program.
- Contract with a neighborhood YMCA, YWCA or health club to offer a special rate to employees as a kickoff incentive or obtain coupons to attend a free aerobics class, weight lifting session, or other activity.
- Put together a brown bag "Lunch-n-Learn" on fitness or nutrition.
- Have a special "healthy" meal setup in the cafeteria for all employees, or just for the participants.
- Set up a promotional walk two or three weeks before the kickoff. It could be called "Walking Hard at Work" or "Walking Off the Job." Give out apples or other incentive items.
- Have a "Team Exercise Challenge." Divide participants into teams by drawing names of those who have signed up. Teams can compete against each other and total their minutes collectively. The team with the most minutes exercised over the four week period wins lunch at an area restaurant. Minutes exercised for each group can be turned in weekly to chart their progress on a poster. Give a prize to the group who are the most "spirited group."

- Hold a basketball game or tennis match at a nearby recreation center. Allow teams or individuals to earn exercise minutes for the time they play. Give refreshments and prizes to all. You can also turn this into an employee picnic.
- Other possible fitness contests can focus on any of the other aerobic exercises that are highlighted in the participant materials such as stair climbing, aerobics, biking, walking/jogging or rope jumping.
- Allow participants to earn bonus minutes for time exercised over and above three 30 minute sessions per week. For example, in a given week, if a participant has already met the goal of three 30 minute sessions but continues to exercise, record each additional 30 minute exercise period as 45 minutes. In this way, participants can earn 15 minutes of bonus time for each exercise session they have in addition to the three 30 minutes sessions per week.

After the Event

- Send thank you notes to key personnel who helped.
- Place a write-up of the event in your employee newsletter.
- Distribute a simple, short evaluation form for feedback on the event and get informal feedback from employees.
- Jot down your own evaluation and ideas for improving the event next time.

"Fall Into Fitness"

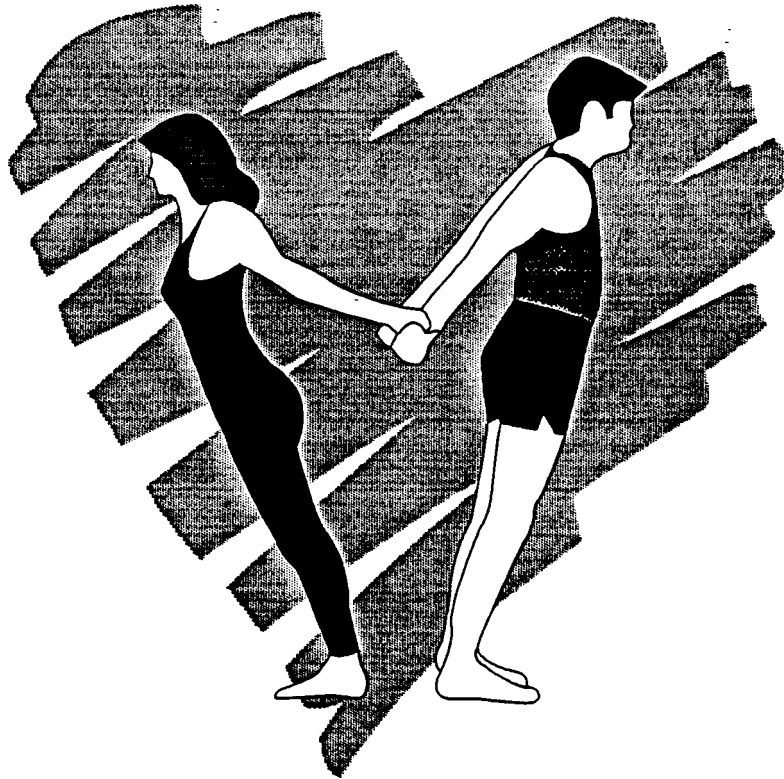
Participant Tracking Form

[illegible]

Coming Soon!

"FALL INTO FITNESS"

A Healthy Lifestyle Incentive Exercise Program



Fall in Love With Fitness

Win Prizes!

WATCH FOR DETAILS!

Attention all Potential and Active Exercisers

Come
Win Prizes

"Fall Into Fitness"
A Healthy Lifestyle Incentive Exercise Program

An Invigorating 4 Week
Incentive Exercise Program

Sign up now!

Contact: _____

HURRY!

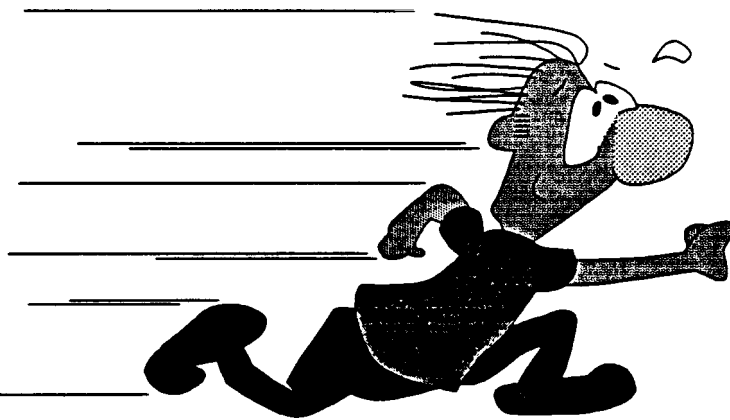
"FALL INTO FITNESS"

A Healthy Lifestyle Incentive Exercise Program

Will motivate you to start a fitness program or
continue the program you have already begun

Come join the fun!!

Win door prizes!



Fitness can be Fun!!

Contact: _____

State Health Plan Prevention Partners

Awards Recognition to

For Successful Participation In

"Fall Into Fitness"

Awarded

Date

Coordinator

FALL INTO FITNESS

A Healthy Lifestyle Incentive Exercise Program

PARTICIPANT MATERIALS

"Fall Into Fitness"

A Healthy Lifestyle Incentive Exercise Program

I. Beginning the Program

Welcome to "Fall Into Fitness." This is a four week, incentive exercise program. You will receive materials for each week containing aerobic exercise suggestions, tips for choosing exercise equipment (shoes, bike helmets, etc.), tips for exercising safely and helpful hints for creating and maintaining an enjoyable exercise habit. Various aerobic exercises are explored in this program. Try as many as you are interested in or start and continue with one. The goal of this program is to get you up, out and doing aerobic exercise three or more times a week for at least 30 minutes each time.

II. Exercise Log

Included in your materials is a Participant Exercise Log. Complete one each week by marking the days you exercise and the number of minutes. To record your exercise sessions, indicate the activity and mark an X to indicate each day you exercised for that week. Write in the number of minutes you exercised. **At the end of each week, if you have met the goal of at least three, 30 minute exercise sessions, for a total of 90 minutes, award yourself 30 bonus minutes.** Turn in your exercise log to your coordinator. You may be eligible for door prizes based on the number of minutes you have earned.

Example:

Week 1 Activity	S	M	T	W	T	F	S	Bonus Min.	Total
walk	x						x		2
biking				x					1
Minutes	30			30			30	30	120

This log will be helpful in setting personal goals to increase the number of days per week and the number of minutes you exercise. **Your overall goal should be to exercise at least three days per week, 30 minutes per day. Keep** track of your sessions even if you exercise more or less than three days per week for 30 minutes. You will be eligible for door prizes based on how many times you exercise each week and for how long. **Minimum eligibility for potential door prizes is to exercise at least three days per week, 30 minutes each day.**

III. Ending the program

By the end of four weeks you should be comfortable exercising three times per week for 30 minutes. If you have accomplished this goal, you should feel great and more fit. Determine whether you can increase to four or more exercise days per week. And, keep going! Four or more exercise days, 30 or more minutes each day will help to facilitate further weight loss.

"Fall Into Fitness"

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Introduction

Modern research has clearly substantiated that exercise, when done regularly, lowers the risk of developing heart disease. Recent research has indicated that participants with low levels of physical fitness were much more likely to die from all causes than those in the moderate or high fitness categories. The most important finding of the study is that you do not have to become a marathon runner to achieve significant health benefits from exercise. Just a **moderate level of fitness seems to provide important health benefits**. A moderate level of fitness can be achieved by almost anyone by participating in an exercise program such as "Fall Into Fitness."

The Benefits Of Regular Exercise

Being active is the key to a moderate level of fitness. Through regular exercise the risk of heart disease can be lowered to about half that of sedentary people. Burning just 1,000 calories a week in moderate exercise and daily activities is enough. You can do any form of exercise as long as it burns calories. That means walking, step aerobics, in-line skating, ballroom dancing, cycling, running, etc. are all appropriate activities. You burn 10 times more calories climbing stairs than taking the elevator. All activities you do during the day, such as taking the stairs, can contribute to your "exercise minutes" in this program, and all can result in health benefits if done regularly.

The activities listed above are all "aerobic" activities. An activity is aerobic when it involves large muscle groups, when it is rhythmic and continuous, and when it requires an increased amount of oxygen. Aerobic activities primarily lead to improvements in the functioning of the heart and lungs, or the cardiovascular system. Other kinds of activities like weight training and flexibility exercises are also very important. But, the status of your heart and lungs is the most vital part of fitness, and so "Fall Into Fitness" concentrates on aerobic activities. Aerobic activities, when done regularly, can lead to the following benefits:

- Lowers the risk of elevated blood pressure
- Lowers the risk of heart disease
- Reduces the risk of colon cancer, arthritis
- Aids in weight control
- Raises the level of HDL ("good" cholesterol)
- Improves self esteem and relieves stress
- Helps prevent osteoporosis by lowering the risk of bone loss
- Reduces risk for non-insulin-dependent diabetes

Many of these benefits will result after the establishment of a regular and continued exercise regime. Some benefits will occur immediately. Recent research indicates that a single bout of exercise improves the body's ability to break down blood clots, thereby preventing a clot from blocking an artery and leading to a heart attack or stroke. A single brief session of exercise or activity can also make you feel better. A short walk after work or after time spent working at your desk can invigorate you for an evening out or for more hard work. Exercise is one thing that can make you feel good and improve your health!

CONGRATULATIONS for choosing to "FALL INTO FITNESS!" The benefits await you - GOOD LUCK!!

STARTING YOUR EXERCISE PROGRAM

Be sure to read, understand and do the activities listed below before starting your exercise program. It is important to assess your fitness level at the start of the program to help you determine your progress and to insure that you do not overdo it as you start on the road to fitness.

1. **Physical Activity Readiness Questionnaire (PAR-Q)**
2. **Exercise: How Often? How Fast? How Long?**
3. **Warm-Up and Cool Down**
4. **Exercise & The Motivation Factor**
5. **"Fall Into Fitness" Participant Exercise Logs**

PAR-Q (Physical Activity Readiness Questionnaire)

Complete the following PAR-Q (Physical Activity Readiness Questionnaire) before starting your exercise program. This is a simple, self-administered checklist that can help you decide if you need to consult with your doctor prior to beginning your exercise program. Many health benefits are associated with regular exercise and the completion of the PAR-Q is a sensible first step to take if you are planning to increase the amount of physical activity in your life.

Physical activity should not pose any problems or hazards for most people. PAR -Q is designed to identify the small number of adults for whom physical activity might be inappropriate or those who should seek medical advice concerning the type of activity most suitable for them. Common sense is your best guide in answering these questions. Read them carefully and check yes or no as it applies to you.

PAR-Q (Physical Activity Readiness Questionnaire)

	Yes	No
1. Has your doctor ever said you have heart trouble?	___	___
2. Do you frequently have pains in your heart and chest?	___	___
3. Do you often feel faint or have spells of severe dizziness?	___	___
4. Has a doctor ever said your blood pressure was too high?	___	___
5. Has your doctor ever told you that you have a bone or joint problem such as arthritis that has been aggravated by exercise, or might be made worse with exercise?	___	___
6. Is there a good physical reason not mentioned here why you should not follow an activity program even if you wanted to?	___	___
7. Are you over age 65 and not accustomed to vigorous exercise?	___	___

If you answered YES to any questions: If you have not recently done so, **consult** with your doctor by telephone or in person BEFORE increasing your physical activity and/or taking a fitness appraisal. Tell your doctor what questions you answered YES to on PAR-Q or present your PAR-Q copy. After medical evaluation, seek advice from your doctor as to your suitability for:

- Unrestricted physical activity starting off easily and progressing gradually
- Restricted or unsupervised activity to meet your specific needs, at least on an initial basis. Check in your community for special programs or services.

If you answered NO to all questions: You have reasonable assurance of your present suitability for:

- A **fitness appraisal** - such as the One Mile Walking Test
- A **graduated exercise program** - a gradual increase in proper exercise promotes good fitness development while minimizing or eliminating discomfort

Postpone starting your program if you have a temporary minor illness such as the common cold.

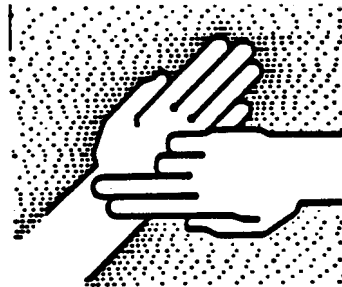
HOW OFTEN? HOW FAST? HOW LONG?

HOW OFTEN? The **FREQUENCY** of exercise for the beginner should be a minimum of three times per week. This will be enough to start you on your way to achieving the benefits associated with regular aerobic exercise. Start by exercising every other day in the beginning to allow your body time to rest and recover.

Slowly increase to four or more times per week, once you feel comfortable, to facilitate weight loss and further cardiovascular benefit. Research suggests that 100 minutes of moderate intensity exercise can provide about 90 percent of the cardiovascular benefit. This is equal to a little more than 30 minutes of exercise three times per week. If your exercise time is 10 minutes or less, try to exercise three or four times per day, to equal one 30 minute period of exercise until you work up to 30 or more continuous minutes.

HOW FAST? For safe and effective exercise your **INTENSITY** should be moderate. Intensity is measured by how much effort or work you are doing. High intensity exercise will increase your risk for injury or cause discomfort. An easy way to check to see if you are exercising at a proper intensity is the "TALK TEST." You should be able to carry on a conversation while exercising. If you are too breathless to talk, you are going too fast and need to slow down. After the first three to four weeks of exercise, intensity should be modified (increased or decreased) to stay in your target heart rate range.

Another way to check for proper exercise intensity is to monitor your heart rate. There are two sites on your body to monitor your heart rate: the radial artery at the wrist and the carotid artery at the neck.



To take your pulse, place your index and middle fingers firmly on the pulse point as shown. Do not block both carotid arteries in your neck by placing your thumb on the opposite side of your neck. This cuts off all circulation to the brain and will cause you to faint. **(DO NOT USE YOUR THUMB. IT HAS A PULSE OF ITS OWN.)** Count the number of heart beats you feel in 15 seconds starting with zero. Multiply the count by four to get the number of beats per minute.

CALCULATE TARGET HEART RATE RANGE

To gain the benefits of exercise, you should exercise within a certain percentage of your age predicted maximum heart rate. For beginners 40-60 percent is appropriate. For those who have been participating for 10 to 12 weeks already, 60-70 percent is appropriate. After participating for 3 or more months, increasing your intensity to 70-80 percent can result in continued improvements. **Complete the formula below to determine your target heart rate range.**

$$220 - \frac{\text{Age}}{\text{Age Predicted Maximum Heart Rate}}$$

$$\frac{\text{Age Predicted Max. Heart Rate}}{\text{Lower Percentage}} \times \frac{\text{Minimum Training Heart Rate}}{\text{Maximum Training Heart Rate}}$$

$$\frac{\text{Age Predicted Max. Heart Rate}}{\text{Higher Percentage}} \times \frac{\text{Maximum Training Heart Rate}}{\text{Minimum Training Heart Rate}}$$

$$\frac{\text{Min. Target Heart Rate}}{\text{Max. Target Heart Rate}} = \text{Your Target Heart Rate Range}$$

Take your heart rate periodically while exercising to ensure that you are exercising within your proper target heart rate range. Take it quickly, counting for 15 seconds, then multiply by 4 to get the number of beats per minute. If your heart rate is too low, speed up. If it is too high, slow down. Eventually, it will take more effort to get into your target heart rate range. This will mean that you are getting more fit. As your age changes, recalculate your target heart rate range. A safe target heart rate range gets lower as you get older.

If you are taking blood pressure medication or medication that slows your heart rate

Estimated Exercise Heart Rate by Age	
Age Range	Exercise Pulse (15 seconds)
0-30	29-39
30-40	28-37
40-50	26-35
50-60	25-33
60-70	23-31
70-80	22-29
80+	16-24

down, the formula above will not work for you. Instead, use the **Rate of Perceived Exertion Scale** to rate your level of exertion, and exercise at a level of 13 to 15 for the proper intensity. (If you have a hard time finding your pulse this scale will work for you too!)

RATE OF PERCEIVED EXERTION (RPE) SCALE

6	
7	Very, very light
8	
9	Very light
10	
11	Fairly light 12
13	Somewhat hard - 14
15	Hard
16	
17	Very hard
18	
19	Very, very hard
20	

HOW LONG? The amount of TIME the beginner should spend exercising in his/her target heart rate range is 10 to 15 minutes to start. Do this two to three times per day as you work up to the recommended level of 30 minutes per exercise session in your target heart rate range. Increase your exercise time by as many as five minutes per week until you reach 30 minutes. Longer exercise sessions (40 or more minutes) can result in greater weight loss.

Each exercise session should leave you feeling good! Fatigue or a "washed out" feeling lasting more than one hour after exercise indicates that you have overdone it. **Listen to your body! If you experience any of the symptoms listed below, slow down and quit exercising. See your doctor as soon as possible.**

- **Undue fatigue or shortness of breath**
- **Dizziness or nausea**
- **Tightness or pain in the chest, neck, back or jaw, or radiating pain in these areas**

Doing too much, too vigorously, with no previous activity places you at greater risk for injury at the start of an exercise program! **Gradually increase your frequency, intensity and time** over a period of weeks. Increase only one component per week. Muscle soreness can be minimized with a warm up session before, and a cool down session that includes stretching after exercising. Follow the guidelines outlined in your weekly packets for proper warm up and cool down, and for how to handle an injury should one occur.

WARM UP AND COOL DOWN

WHY AND HOW

WARM UP: Your muscles use oxygen as fuel. An inactive, cold muscle needs relatively little oxygen. The harder your muscles work, the more oxygen they need to function.

Oxygen is carried to your muscles by the blood pumped by your heart. As you warm up, the vessels that supply your muscles with blood widen. This increases the amount of blood, and therefore, oxygen, that reaches the muscles. As more oxygen reaches your muscles they become more pliable and less vulnerable to injury from straining. They also can contract with more force. Your heart also benefits from a warm-up since it needs an increased blood supply to function efficiently during exercise.

Warm up by doing whatever you will do in your actual workout, but at a slower, more relaxed pace. As your level of activity increases, your muscles burn more oxygen and muscle temperature rises. The excess heat from your muscles is transported by the blood to the skin surface, where it is released as sweat. When you begin to sweat, you know your muscles are warmed up and you are ready for your workout!

COOL DOWN: It is as unwise to stop exercising abruptly as it is to start exercising abruptly. During your workout, your heart has been pumping large amounts of blood to supply your muscles with oxygen. The muscles in your legs have been acting as a second pump, contracting and expanding to push blood up to your heart. If you stop exercising suddenly, your leg muscles stop pumping and blood pools in your legs instead of returning to your heart. The blood supply to your brain is suddenly reduced, making you dizzy. Your heart must increase its pace to compensate for the work the leg muscles had been doing and may begin to beat irregularly due to the sudden demand.

Cool down by slowly decreasing your level of activity. Blood continues to circulate properly, your heart is not overtaxed, and you finish your workout sensibly and safely, with a well-deserved feeling of accomplishment.

EXERCISE AND THE MOTIVATION FACTOR

Incorporating exercise into your daily routine is a lifestyle change. Lifestyle changes may be difficult to make. They require personal commitment. Many people say that it is difficult to maintain a behavior like exercising or eating right because they lack commitment or "will power." **Commitment and will power, however, are not things that you have, commitment and will power are things that you do.** How do you do commitment?

Strategy 1. Look at personal benefits from participating in an exercise program. Common benefits that individuals express include: feeling more relaxed after exercise (feeling "de-stressed"), feeling more alert and having more energy.

List the benefits that you experience or plan to experience as a result of participation in an exercise program.

1. _____
2. _____
3. _____
4. _____

This list is important. Put it in a place where you can find it so that you will be reminded of why you think exercise is important to you.

Strategy 2. Overcoming your barriers - Barriers are situations which may cause difficulty in following your exercise plan. They can become excuses that inhibit behavior change.

List the barriers that you experience when participating in an exercise program.

1. _____
2. _____
3. _____
4. _____

Now that you have recognized the barriers, how are you going to tackle them?

<u>Barrier</u>	<u>Solution</u>
(example) Lack of time	I will schedule exercise as an appointment (and <u>keep</u> the appointments)! As often as possible, I will attempt to incorporate physical activity into my day by taking the stairs, walking to lunch, etc.
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

Keep this list handy too. You may need to remind yourself of the strategies to overcome barriers when they appear. Remember, your barriers have the potential to detract from your personal fitness goals.

Strategy 3. Set personal goals. Setting goals is a tried and true method of maintaining motivation. Breaking large goals into smaller ones helps to ultimately reach your larger goals. Each week you will have a sheet on which to write your personal goal contract for the week. Some tips for personal goals:

1. **BE REALISTIC!!!** Your goal is to motivate yourself, not to accomplish the impossible. Effective personal goals are challenging and attainable.
2. Your goal should be measurable so that you can record your successes. Example: My goal for this week is to walk briskly for three, 40 minute sessions.
3. Devise a plan to accomplish your goal.
4. Reward yourself when you accomplish your goals. Common rewards include treating yourself to movie, a favorite magazine or an hour of uninterrupted personal time.

Strategy 4. Internalize your goals. Use positive self-talk concerning your exercise goals. Tell yourself that you are capable of change. "I will be able to exercise three times this week." Positive imagery is also helpful. Envision yourself accomplishing your exercise goals.

Strategy 5. Seek support. People in your environment can influence your ability to stay committed.

1. Let others know what you are trying to accomplish. Ask them for encouragement.
2. Find an exercise buddy.
3. Spend time with people who are exercising.
4. Watch out for well-intentioned friends and family who may distract you from your goal.

Strategy 6. Expect occasional setbacks. Behavior change takes time, so don't expect perfection. If you do fail to meet your own goals, don't dwell on your shortcomings. Recognize your successes and get back on track.

Strategy 7. Make exercise a priority. When adding a new behavior to your life, something has to be eliminated. There are only 24 hours in a day, unfortunately none of us can add 1.5 plus hours of exercise into our week without reducing another activity. Examine your schedule for time to exercise. Common times include after work but before dinner, before work, lunch time and after the kids leave for school.

"Fall Into Fitness"

Participant Exercise Logs

Name _____ Phone _____

Exercise Log

[illegible]

-----cut

Name _____ Phone _____

Exercise Log

[illegible]

-----cut

Name _____ Phone _____

Exercise Log

[illegible]

-----cut

Name _____ Phone _____

Exercise Log

[illegible]



Fall Into Fitness

Week One

Contents

1. Week 1 Personal Goal Contract
2. Exercise Safety
3. On Your Mark, Get Set, ... Start Walkin'
4. Selecting A Walking Shoe
5. Pointers For Walkers
6. Drinking and Eating for Exercise
7. Fit Quiz
8. What Is Fitness?
9. Flexing And Stretching For Fitness
10. Exercises For Back Health

Week One Personal Goal Contract

To reach my personal goal for this week I will:

(What do I want to do) _____

(How much) _____

(When) _____

(How many days this week) _____

What can I do this week to help me accomplish this goal? _____

When I achieve this goal I will reward myself with _____

Example:

To reach my personal goal for this week I will:

(What do I want to do) _____ walk _____

(How much) _____ 30 minutes each day _____

(When) _____ right after work _____

(How many days this week) _____ 3 (M, W, F) _____

What can I do this week to help me accomplish this goal? _____ put my walking shoes in the car and walk before I go
home _____

When I achieve this goal I will reward myself with _____ a Friday night movie _____

EXERCISE SAFETY

Injuries

Make safety your primary concern while exercising. Injuries, such as sprains and strains, result from overdoing it. Any pain is an important warning sign. It can tell you a lot about the type and degree of injury. Listening to your body will help you stay injury free, fit and active. Most overuse injuries do not require medical intervention and can be treated by the R.I.C.E. formula - rest, ice, compression, and elevation. Prompt attention to the injury can spare you pain and further damage.

- **Rest** - Rest the part that's painful for at least 48 hours after injury to prevent re-injury and allow healing.
- **Ice** - An ice pack will reduce bleeding from torn vessels and prevent further swelling. Crushed ice or an ice cup works most efficiently. Immersing a body part in a bucket of ice water is risky unless you're supervised by a trainer or physical therapist. Apply ice to the injury periodically over a 48 hour period. The length of icing depends on the size and thickness of the injured tissue. You may need to ice an injured thigh muscle for 40 minutes or longer. A bony prominence such as your knee or finger needs much less time on ice.
- **Compression** - To contain swelling, firmly bandage the injured area. This also squeezes out any excess fluid that accumulates. Never wrap a bandage so tightly that it cuts off circulation.
- **Elevation** - Raise the injured part above chest height to allow blood to flow back to the heart and reduce the pressure of fluid in the injured area.

Clothing And Shoes

Wear comfortable, well-fitting, shoes with shock-absorbing non-slip soles. They should provide good support without causing blisters or calluses. Clothing should be worn in layers.

- Good running shoes (the training models with heavy soles) make good walking shoes, as do some of the lighter trail and hiking boots and casual shoes with heavy rubber or crepe rubber soles. Replace shoes when the soles and heels become worn.
- Whatever kind of shoe you select, it should have arch supports, it should elevate the heel one-half to three quarters of an inch above the sole of the foot and it should be made of materials that "breathe," such as leather or nylon mesh.
- Wear clothing appropriate for the exercise you are doing. Don't overdress. Wear your clothing in layers, so you can remove the layers as you get hot. Choose loose, comfortable cottons, wool or breathable nylon. Wear several light layers rather than two heavy layers in cold weather.

Safety

- Use reflectors on your clothing and carry a small flashlight if you run, walk or bike after dark.
- Wear a helmet when biking.
- Always walk facing traffic. Always be aware of traffic. Assume the driver may not see you.

- Stay as far over on the shoulder of the road as possible and walk single file in the presence of traffic. When available, use the sidewalk.
- Cross at crosswalks. Always make sure the driver can always see you.
- Look both ways before crossing, even on one-way streets.
- Never wear earphones when walking on roadways or alone after dark.
- Walk with others when possible. When walking alone, stick to open areas and daylight hours.
- If a dog approaches, avoid eye contact and keep an even pace to get past him. If you know a particular dog is a problem, avoid that route.
- Wear good foot protection and walk on firm surfaces to prevent falls, cuts or injury.
- Carry identification when walking alone and let someone know your route and about how long you'll be gone.
- Carry a stick or mace for protection.
- Drink water before, during and after walking to avoid dehydration.

ON YOUR MARK, GET SET, ... START WALKIN'

Why Should You Walk?

Walking is an excellent way to start an exercise program. It is a safe and effective activity. No expensive equipment is needed, it can be done anywhere and it can become a lifelong activity. Why should you choose walking?

- You'll stick with it. Studies have shown that while jogging can get you in shape faster than walking, and can help you burn more calories per minute of exercise, people often get bored with jogging or suffer an injury that causes them to stop exercising altogether. Many people find that although they have to devote a few more minutes a week to a walking program, it's worth it because they're more inclined to stick with it.
- It's cheap. A pair of comfortable shoes with some cushion in the sole and you're ready to walk.
- It's fitting. Researchers have found that regular brisk walking can improve and maintain cardiovascular efficiency, lower your chance of heart attack and has a positive effect on blood cholesterol levels.
- It's worth the "weight." An hour of brisk walking (4 m.p.h.) will burn about 348 extra calories a day. At this rate, you could be almost 40 pounds lighter by this time next year.
- It can actually make you smarter. Studies have shown that regular exercise can have a significant effect on our ability to remember and think clearly.
- It's a stress reducer. Many psychologists and psychiatrists prescribe walking to help relieve anxiety, stress and simple depression.
- It can be done virtually anywhere - at work, at home, at the mall; almost anywhere there is space, walking can take place. The variety of routes makes walking especially pleasurable.
- Unlike many types of physical exercise, it can also be a social activity. Find a buddy to join you and you're more likely to stay with it.
- Walking is a low impact exercise. Walkers land with only one-third the force of joggers, preventing undue stress to the joints and therefore has a low risk of injury.

SELECTING A WALKING SHOE

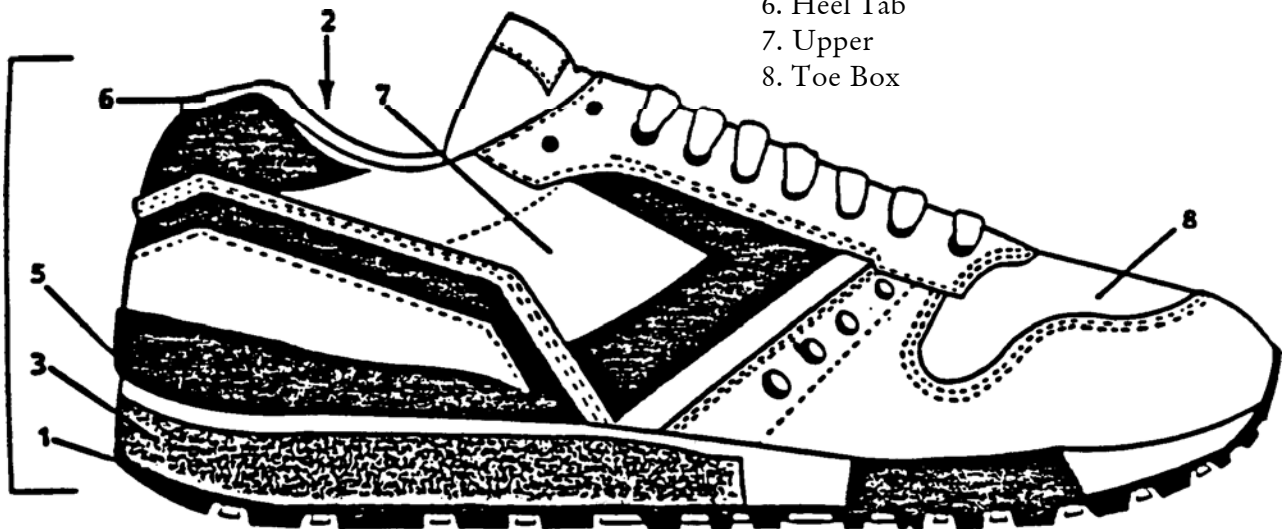
Follow this eight-point checklist for selecting the right walking shoes:

1. Choose shoes with uppers of high quality, breathable material, such as leather and/or nylon mesh.
2. Look for a comfortable padded heel collar.
3. Choose a shoe with a firm heel counter (that cups the heel) to provide stability for the entire foot and leg.
4. The heel should be held in the shoe, well cushioned and supported somewhat higher than the rest of the foot.
5. The entire sole of the shoe should be designed to absorb shock.
6. Look for a shoe with substantial arch supports.
7. A shoe with a rocker profile sole enhances a smooth heel-to-toe motion.
8. Choose a shoe with a toe box that allows ample room so that the toes are not tight against any part of the shoe.

Bring your exercise shoes with you when buying a new pair so the salesperson can identify any special needs you may have from your wear pattern.

Anatomy of a Running Shoe

1. Outsole
2. Insole (inside, not visible)
3. Midsole
4. Heel
5. Heel Counter
6. Heel Tab
7. Upper
8. Toe Box



POINTERS FOR WALKERS

1. For an increased level of aerobic benefit swing your arms to give your upper body a workout. As you walk, land on your heel first, and roll through your foot to the toe. Wear a backpack or carry hand weights as you get used to walking to get more of a workout.
2. Walk, don't ride. Get off the bus a few stops early and walk to your destination. Park the car farther away when shopping. Go visit the person you need to talk to at work rather than calling them.
3. If it's too hot or cold outdoors, walk in a local mall, or other climate-controlled environment. Many malls now have walking programs.
4. Add variety to your walking program. Take a partner along. Vary your route and include hilly territory to boost the aerobic benefits. When you tire, alternate fast walking with strolling.
6. Follow the recommendation for choosing a shoe. Cotton socks will add to your comfort and absorb perspiration.
7. Avoid heavy meals for one hour before walking. If you must eat, have something light.

ONE MILE WALKING TEST

Before you start your program, complete the one mile walking test, to evaluate your overall fitness and to give you a starting point to work toward your fitness goals. **Do the test again after this four week program to test your progress.** Test your progress again after another four weeks. Don't forget to warm up before the test.

- Walk one mile on a flat surface (such as a track) as fast as you can.
- Time yourself and compare your results with the following chart.

CATEGORY	MALE (min. :sec.)	FEMALE (min. :sec.)
Excellent	less than 10:12	less than 11:40
Good	10:13 - 11:42	11:41 - 13:08
High average	11:43 - 13:13	13:09 - 14:36
Low average	13:14 - 14:44	14:37 - 16:04
Fair	14:45 - 16:23	16:05 - 17:31
Poor	more than 16:24	more than 17:32

DRINKING AND EATING FOR EXERCISE

Water

Dehydration is a major concern when exercising. Drink lots of fluids, especially water when exercising. Water replacement is particularly important in hot weather. Adequate fluid intake can help prevent two serious problems: heat stroke and heat exhaustion.

Heat Exhaustion symptoms include body temperature below normal, dizziness, headache, nausea and sometimes confusion.

Heat Stroke is a more serious condition. Symptoms include dizziness, headache, thirst, nausea and muscle cramps. The two most important symptoms are 1) sweating stops, and 2) body temperature becomes dangerously high.

How Much Water Should You Drink?

It is recommended that you drink 6-8 glasses (8 ounces each) of water everyday. Your body uses about two and one-half quarts of water per day. It is important to replace this fluid. You need extra water when exercising. Drink a cup (8 ounces) 15 to 30 minutes before your exercise. Stop for water every 15 to 20 minutes, especially if the weather is hot or if the area (mall) is very warm. Drink extra water throughout the day. Healthy individuals seldom need to worry about water retention or edema. Your body will use what water it needs and excrete the rest. If you experience severe water retention, consult a physician. So, **drink water before, during and after exercise even if you are not thirsty**. Cooler fluids will leave your stomach faster and will help to cool you down. Fluids which contain sugar can cause cramps and stomach upset if you drink them while exercising.

Food

Proper nutrition is important for any good exercise program. You will want more of your daily calories to come from carbohydrates. Eat more foods like breads, pasta, cereal, potatoes and rice. Cut down on or avoid fatty foods like fast foods, butter and sweets.

FIT QUIZ

HOW MUCH DO YOU KNOW ABOUT FITNESS?

- | | | |
|---|---|---|
| 1. Your target heart range is the appropriate range of heart beats per minute during exercise based on your age and physical condition. | T | F |
| 2. Aerobic exercise helps to strengthen your heart. | T | F |
| 3. To be effective, aerobic exercise must be done daily for 30-60 minutes. | T | F |
| 4. Immediately after strenuous exercise, sit down to avoid overtaxing your heart. | T | F |
| 5. Aerobic exercise is the only type of exercise that you need to maintain fitness. | T | F |
| 6. If you have back or joint problems, you should avoid aerobic exercise. | T | F |
| 7. Improving fitness makes daily work activities easier. | T | F |
| 8. Stretching exercises prepare the body for more vigorous activity. | T | F |
| 9. A cubic foot of muscle weighs the same as a cubic foot of fat. | T | F |
| 10. Regular exercise will help you to lower your resting heart rate. | T | F |

Look for the answers in upcoming Fall into Fitness weekly packets.

WHAT IS FITNESS?

Your Personal Plan For Total Fitness

Fitness. It's a much-confused term. To some, it means being trim or muscular. But, total fitness is more than that-it means keeping your body machine in top working order. A total physical fitness plan includes two types of exercise-aerobics (which exercise large muscle groups and increase your body's ability to use oxygen) and conditioning exercises (which improve muscle flexibility and strength).

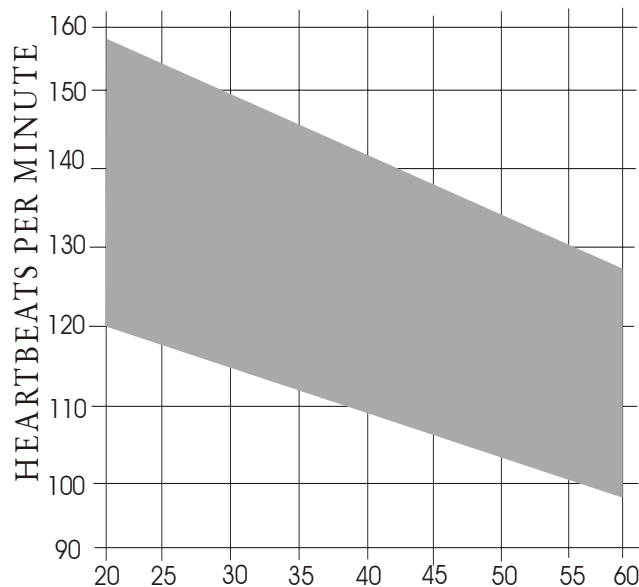
Aerobics- The Core of Your Program

Your heart pumps oxygen-rich blood to the rest of your body. And, since the heart itself is a muscle, it needs exercise to maintain strength and endurance. Aerobics exercise your heart by helping it reach and *maintain* a Target Heart Range (THR) for at least 20-30 minutes. Your THR is the safest range of heartbeats per minute during exercise. (The chart at right shows approximate THRs for various age groups.) Activities such as swimming, walking, jogging, running, and handball are all aerobic.

Conditioning Exercise- For Flexible, Strong Muscles

Conditioning exercises improve flexibility and muscle strength. Muscles help you move, and also support all the bones in your body. Stiff, weak muscles can limit movement, fail to support the rest of your body, and may make it hard to maintain a vigorous activity long enough to reach your THR. Stretching flexibility, while "resistance" exercises (such as

YOUR TARGET HEART RANGE



 RANGE OF TARGET HEARTBEATS

Aim for the low range of your THR when you first begin your aerobic fitness plan. Gradually work up to the higher range as you become more physically fit. Remember, though, if you are a smoker, suffer from a chronic medical condition or have a personal or family history of heart disease, check with your healthcare professional before starting any exercise program.

push-ups) build muscle strength.

A Healthy Lifestyle- Rounding Out Your Plan

Fitness also includes weight control, proper nutrition, and stress reduction. Becoming fit is saying "yes" to life and "no" to unhealthy habits such as smoking and alcohol and drug misuse. A total fitness plan can improve both the quality and the quantity of the years ahead of you.

Starting Your Plan

As you begin your fitness plan, pace yourself. Know your correct THR. As you begin your fitness plan, pace yourself. Know your correct THR and try not to exceed it. Choose activities you enjoy as your core aerobic exercises, and do a variety of conditioning exercises to improve flexibility and muscle strength. Finally, make healthy lifestyle choices to help yourself become healthy and fit.

FLEXING AND STRETCHING FOR FITNESS

Flexibility

Flexibility refers to the ability of the joints to move through their full range of motion. It can vary from person to person and from joint to joint. Flexibility is important for activities that require reaching, bending, twisting and turning and moving objects. Good flexibility will protect muscles against strains and tears. It is also an important component of overall physical fitness.

The major muscle groups of your body need to be stretched and moved through a full range of motion on a regular basis to maintain mobility and flexibility. Millions of people lose the ability to bend, reach and stretch when aging muscles receive no regular exercise. Regular stretching of specific muscle groups can alleviate or even prevent common complaints like low back pain.

To maintain or improve your flexibility follow these guidelines:

- Do stretching exercises daily to improve and maintain flexibility.
- When stretching, perform slow, static stretches until you feel a pulling sensation, NOT PAIN, in the center of the muscle. DO NOT BOUNCE, as this can actually cause the muscle to shorten rather than stretch.
- Hold the stretch for 10 seconds. Work up to 20-30 seconds.
- Relax, and repeat.
- If you haven't been stretching regularly, it will take some time before you can stretch tight muscles fully. DO NOT HURRY! Proceed at a pace that is comfortable, yet which will gradually accomplish the flexibility you want.

Refer to the page on stretching for stretching exercises which can be done before and after aerobic exercise. Also included are stretches for the back. If you feel excess pain while doing these stretches, or have been told not to do any of them, please refrain from doing so.

Stretching

Stretching is a very important aspect of any exercise program. Experts recommend that individuals stretch after exercise. Stretching is very beneficial in helping to prevent muscle soreness and aids in flexibility.

The following are some stretches which may be beneficial in a walking or jogging program. Find each stretch position slowly. The position should be maintained for 15-20 seconds. Do five repetitions on each side. Do not bounce.

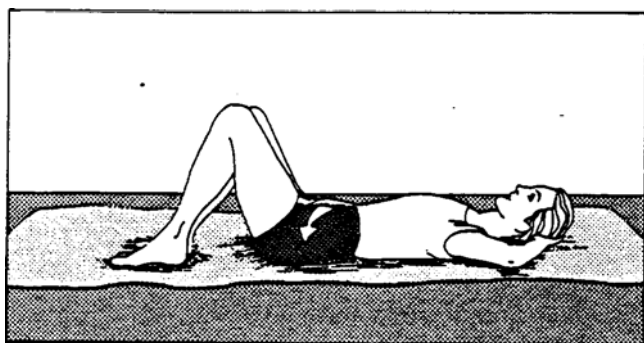
1. **The calf and Achilles stretch.** With hands against a wall, stand as far away as possible. Bend one knee forward holding opposite leg straight. Hold position to feel tension throughout the back of lower leg. Repeat with other leg.
2. **The quadriceps stretch.** Place one arm against a wall for balance. Grasp ankle of opposite leg and pull, feeling tension along the front of the thigh.
3. **Standing hamstring stretch.** Place one leg forward, flex foot with toes off of ground. Knees should be in line. Slightly bend the supporting leg. Keeping back flat, lower the body as you would to sit in a chair hold. Repeat with other leg.
4. **Groin stretch.** Arms out straight to sides for balance, lean forward on bent knee, keeping back and hips straight. Hold. Repeat with other leg.
5. **Knee pull** Stand arm's distance from a wall or other support. Place right hand on wall for balance and lift left leg with knee bent. Place left hand under knee and pull up toward chest. Bend right leg slightly. Repeat with other leg.
6. **Foot roll.** Place right foot flat on the ground. Start at the heel with toes up off the ground and roll through foot to the toes, pushing into the ground with your foot. Follow through until toes are bent back to heel. Repeat with other foot.

Adapted from Walking by the Rockport Company

BACK IN CONDITION

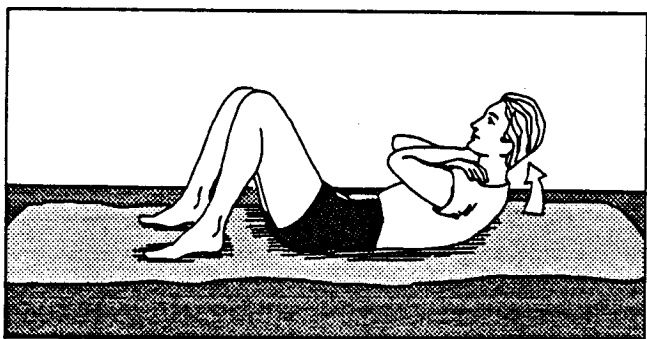
Exercises for Back Health

Medical experts agree that one of the best techniques for relieving and in most cases, preventing back pain is regular conditioning exercises for the muscles that support your back. The following exercises take only about 15 minutes to do, and promote back strength and flexibility. Remember, though, before doing these, or any other exercises, consult your healthcare professional if you are currently experiencing back pain of any sort.



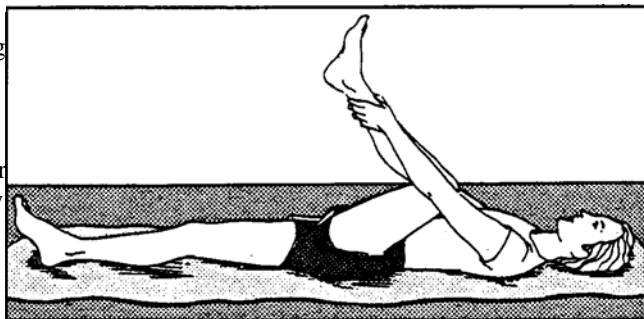
Pelvic Tilt

Lie as shown with knees bent and feet flat on the floor. Slowly tighten your stomach and buttocks as you press your lower back onto the floor. Hold 10 seconds then release. Repeat 5 times.



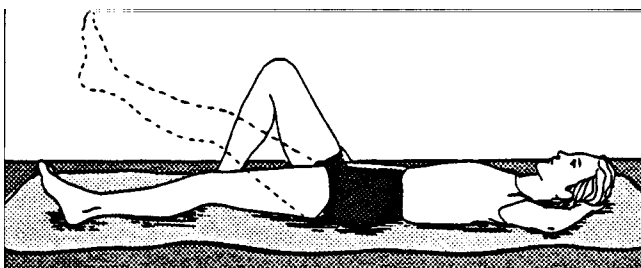
Bent-Knee Sit-ups

Lie on your back as shown, with knees bent and feet and lower back on the floor. Place your arms as shown and slowly raise your shoulders, using your stomach muscles. (Do not stretch with your neck or arms) Hold for 10 seconds. Relax. Repeat the sequence at least 5 times, increasing the number of repetitions as your fitness level improves.



Hamstring Stretch

Lie on your back with one leg straight in front of you and the other bent so that your thigh is resting on your chest. Hold onto the ankle of your bent leg and slowly try to straighten your leg. (Be sure to keep your lower back on the floor as you straighten your leg. Hold for 10 seconds. Relax. Repeat 5 times. Then, switch sides and do the same sequence with your other leg.



Leg Lift

Lie on floor with one leg straight in front of you and the other bent as shown. Slowly raise your straightened leg as far as you can. Hold for 10 seconds. Then, slowly lower your leg to the floor. Repeat 5 times. Relax. Switch leg positions and repeat the same sequence with the other leg.

Caring For Your Back

Back exercises are an essential part of back care. Conditioning the muscles that support your back can relieve and, in many cases, prevent a problem back. Back care also means using good posture throughout the day and lifting safely. Taking care of your back is one of the best investments you'll ever make and the returns are worth it—a strong, healthy, pain-free back.

Fall Into Fitness

Week Two

Contents

1. Week 2 Personal Goal Sheet
2. Come On And Get Physical
3. In-line Skating
4. Climb Your Way To The Top
5. Get In The Swim
6. Jumping Rope Is Not Just Child's Play
7. Choosing The "Right" Aerobics
8. Fit Quiz Answers

Week Two Personal Goal Contract

To reach my personal goal for this week I will:

(What do I want to do) _____

(How much) _____

(When) _____

(How many days this week) _____

What can I do this week to help me accomplish this goal? _____

When I achieve this goal I will reward myself with _____

COME ON AND GET PHYSICAL!

By now you've probably memorized the **aerobic exercise prescription** to improve your fitness.

- Exercise 3 to 5 days a week for 20-30 minutes.
- Warm up for 5-10 minutes before aerobic exercise.
- Maintain an intensity to stay in your target heart rate for a minimum of 20-30 minutes each day.
- Gradually decrease activity, cool down and stretch for 5-10 minutes after your aerobic exercise.

While this may be the most effective way to fitness, there are other daily activities you can do to make a difference in your fitness level. The list below describes some everyday activities to help you get physical!

- Cut grass with a push mower
- Rake leaves
- Vacuum/house cleaning
- Gardening
- Wash/wax car
- Chop, haul, and/or stack your own firewood
- Use stairs rather than the elevator
- Park further away from store entrances
- Hang out clothes
- Wash dishes by hand
- Walk or ride a bike to a friend's or neighbor's home or even "run" an errand

Attitude is everything! Rather than look at a task requiring physical activity as a dreaded chore, try to see it as an opportunity to burn calories. Who knows? You may even lose a few pounds. With a positive attitude, anything is possible!

IN-LINE SKATING

In-line roller skating is an excellent addition to the variety of aerobic activities available to you. This activity is a cross between ice skating and the roller skating we all did as children. This form of skating is such a good workout that it is used for training by the U.S. Ski and Ice Skating teams.

In-line skates have a boot made of lightweight plastic or nylon which offers more ankle support than ice skates. The boot fits like a ski boot rather than a skate, helping to protect against twisting your ankle. This protection forces the leg muscles to work much harder.

In-line skates go much faster than roller skates because the smooth narrow wheels create less friction than the traditional roller skate. The wheels are polyurethane and can be replaced. If you are an experienced roller skater or especially ice skater, you will have little trouble learning to skate with in-line skates.

Most injuries occur when first starting out, but some simple preventative measures can help eliminate trouble. Knee guards, elbow pads and helmets should be used when first starting out, especially on rough or uneven surfaces. Learn to fall correctly. Don't try and break the fall with the arms. Land and roll on the shoulder instead. A roller-skating rink may be the best place to learn the fundamentals. You may also be able to rent a pair before you buy, so you can try it out.

CLIMB YOUR WAY TO THE TOP

You're waiting for the elevator and thinking "I could have been there by now if I had taken the stairs." So go for it! Stair climbing can be an excellent aerobic exercise. Nearly seven million people took to the stairs last year by purchasing stair climbers. These machines require minimal stress to joints while giving your hamstrings, thighs, buttocks and back a good workout.

Stair machine users are less prone to impact-related injuries because the feet are in a stable, set position. Many other types of exercise exert up to five times the force of body weight when the foot hits the surface. You can also isolate all lower body muscle groups and change positions for a more strenuous workout.

The cost of stair climbers varies from as little as \$100 to more than \$3,000 depending on the brand and features of the machines. However, prices do not always indicate quality. Here is a list of features to look for in your search for a good quality stair climber:

- Large pedals with good traction
- Quiet movement
- Smooth, fluid action
- Monitor/computer capabilities
- Variable resistance
- Adjustable step height
- Sturdy, solid construction
- Handrail height

Source: Walking Magazine, March / April 1991

GET IN THE SWIM

Swimming is refreshing, it works most of the major muscle groups and it is an excellent aerobic exercise for your heart and lungs. It will allow you to improve your body with minimum wear and tear just by getting all wet.

Swim at a tempo steady enough to raise your heartbeat to between 60 to 80 percent of your maximum rate (220 beats per minute minus your age). To check your progress, swim a given distance at a moderately fast speed. As soon as you are done, count your heartbeats for a full 60 seconds. Repeat this test every few weeks using the same distance, stroke and speed. Your heartbeats per minute should gradually go down, indicating improved fitness. The freestyle swimming stroke is the one most used for basic fitness. Here are a few pointers...

- Body position is all important. Don't bury your head in the water, but try to ride on top of it, keeping the waterline at the bridge of your nose.
- Learn to breathe on both sides. Take a breath every third stroke to help you swim in a straight line and develop muscles on both sides of the back equally.
- The longer the distance you swim, the less important the kick. Kicking consumes more oxygen than arm strokes. Use the kick to keep your legs afloat, not to propel yourself.
- Feel the water during each arm pull. Your hand should "catch" the water as soon as it hits the surface. Concentrate on using your full arm, to push the water down and under you.
- Get a good push off every wall. You are at your fastest when pushing off, so use your momentum to glide at least a full body length before starting your stroke again.

FLEX AND FLOAT - Warm-up Exercises

1. **For the shoulders, lower neck and upper back** Standing in neck deep water, cross your arms in front of you at the elbows. Then swing your arms behind you as far as they will go comfortably. Move slowly and gently. You should feel as though you are pushing the water forward and back. Do five repetitions and gradually increase.
2. **For the shoulders, lower back, ankles, knees, hips, wrists and elbows:** While treading water, or standing in chin-deep water, lift one knee. At the same time, bend the opposite arm up and back at the elbow and wrist. Repeat with the opposite limbs, keeping your wrists and ankles as loose as possible. You should feel you are lifting the water up and pushing it back down. Lift your knees high to fully stretch your lower back. Do five repetitions.
3. **For the neck, shoulders, back, hips, knees and ankles:** While floating on your back, slowly raise your left leg and arm a few inches, then lower while raising your right leg and arm. Be sure your arms stay submerged. When you master this exercise, you can use it to propel yourself from one end of the pool to the other. Do five repetitions.

(Exercises adapted from an article published in American Health, June 1991.)

JUMPING ROPE IS NOT JUST CHILD'S PLAY

Jumping rope is a fun aerobic exercise that can add variety to your fitness regimen. If you own a pair of sneakers adequate for aerobic dance, you're halfway there. Get a rope and you're ready to start jumping.

You may be surprised that you become breathless after just a few minutes of jumping rope. For this reason, it should never be your only exercise. Because jumping rope is a **high impact exercise**, individuals with knee injuries or similar joint problems should avoid this activity. Here are some tips to guide you in your jumping:

- To test for adequate rope length, make sure the handles of your rope reach your armpits when standing on the rope's center.
- Keep your knees slightly bent. Always come down on the balls of your feet, then flatten them to help cushion the impact.
- Start your rope jumping in a jogging motion (one foot up, one foot down), "hopping" from foot to foot in a swaying motion.
- Until your fitness level increases and you become more coordinated with the activity, add a slight skip between actual jumps over the rope. With improved fitness and coordination, you will find that you are able to swing the rope faster and jump only once per swing.
- Alternate 30 seconds of jumping with 30 seconds of light jogging in place until the exercise gets easier to perform (a few weeks).
- Slowly increase your jumping interval while keeping your jogging time at 30 seconds.
- For even greater intensity, jump with both feet together making sure that you jump no more than one inch off the ground.
- Twenty minutes of rope jumping in your target heart rate zone three to five times a week is all you need to reach and maintain cardiovascular fitness.
- Remember to warm up before and cool down after this or any aerobic exercise.

CHOOSING THE "RIGHT" AEROBICS

When deciding on the right aerobic activities for your personal fitness plan, think about the following considerations:



Your physical condition may affect your choice of aerobics. If you have been very inactive in the past, or suffer from bone or joint problems, your physician may suggest a "soft" activity like walking rather than "high-impact" aerobics.

Your personal interests

can also help determine your activities. If you like the outdoors, brisk walking, jogging, cycling, or cross-country skiing may be appealing. If you enjoy socializing while you exercise, consider activities like racquetball or handball where you'll need a partner.



Your environment

plays an important part in your activity plan. If you live in a warm climate, swimming may be your exercise of choice. If you live in an inner city or area with temperature extremes, you may prefer indoor activities like stationary cycling or rowing, or an aerobic dance class.

Variety is the spice of life, so when considering your choices, don't limit yourself to just one activity. Try alternating several different kinds of activities to keep your interest level high. Once you've considered all the variables, you're ready to begin your personal aerobics plan. Then, consider it done!

CALORIES USED IN 20 MINUTES OF DIFFERENT ACTIVITIES

Activity	Calories Used
Baseball	81
Basketball (moderate)	124
Bicycling-12 mph	188
Calisthenics	75
Canoeing	124
Cross-country skiing	205
Dancing	74
Dancing-aerobic	105
Downhill skiing	169
Driving	45
Field hockey	217
Football	145
Golf	85
Hiking	140
Horseback riding (trot)	119
Housework	63
Ice hockey	54
Ice Skating	100
Jogging-6 mph	160
Judo	198
Office work	45
Racquetball	171
Roller skating	100
Rowing machine-400 strokes	206
Running-7 mph	245
Sailing	51
Skiping rope	245
Sleeping	18
Snow shoveling	136
Snow shoeing	160
Soccer	157
Softball	65
Standing (no activity)	23
Swimming-800 yds.	152
Table tennis (pingpong)	58
Tennis-singles	121
Volleyball	100
Walking-2 mph	83
Walking- 4.5 mph	100
Watching television	18

FIT QUIZ ANSWERS

1. Your target heart range is the appropriate range of heart beats per minute during exercise based on your age and physical condition.

Answer: TRUE. Your target heart range will be influenced by your age and your physical condition. Your maximum heart rate is equal to 220 minus your age. Your physical condition will influence what percentage of your maximum heart rate will be your target heart range. People who have been sedentary and are initiating an exercise program should exercise in the range of 40-60 percent of their maximum heart rate. People who are more physically fit should exercise in the range of 60-80 percent of their maximum heart rate.

2. Aerobic exercise helps to strengthen your heart.

Answer: TRUE. Exercise helps to make the heart a more efficient pumping organ.

3. To be effective, aerobic exercise must be done daily for 30-60 minutes.

Answer: FALSE. To increase cardiovascular fitness, aerobic exercise should be done at least three days a week (every other day) for at least 20 minutes.

4. Immediately after strenuous exercise, sit down to avoid overtaxing your heart.

Answer: FALSE. It is very important to gradually lower your heart rate through a cool down. A cool down should last at least 5 to 10 minutes and should involve some continuing movement such as slow walking. After your heart rate and breathing return to pre-exercise rates, stretching can be done to help prevent muscle soreness. The key is not to just stop and stretch after you are done exercising. Your body needs the chance to gradually recover from an exercise bout.

5. Aerobic exercise is the only type of exercise that you need to maintain fitness.

Answer: FALSE. Aerobic exercise is an important component of physical fitness. Physical fitness, however, includes more than cardiovascular fitness. Flexibility, strength and endurance are also components to physical fitness. Stretching and resistance exercise are essential for **fitness**. **Stretching helps to increase flexibility; resistance exercises aid in *increasing* strength.**

Look for more answers to the fit quiz next week



Fall Into Fitness

Week Three Contents

1. Week 3 Personal Goal Sheet
2. Sticking With Your Exercise Program
3. Watch Your Step... Aerobics
4. Pedal Pushers
5. Stationary Bike Checklist
6. Bike Helmets: Don't Leave Home Without One
7. Tips On Jogging Form
8. Fitness & The Family ... Your Whole Family Can Benefit From Exercise
9. More Fit Quiz Answers

Week Three Personal Goal Contract

To reach my personal goal for this week I will:

(What do I want to do) _____

(How much) _____

(When) _____

(How many days this week) _____

What can I do this week to help me accomplish this goal? _____

When I achieve this goal I will reward myself with _____

STICKING WITH YOUR EXERCISE PROGRAM

People constantly take up and then quit exercise. Aerobic exercise requires a time commitment and it is often accompanied by distressful physical symptoms like sweating, pain and muscle soreness. Persistent exercise will help you control and lose weight, improve the function of your heart, and decrease your risk of developing heart disease, cancer, and high blood pressure. So the question is how do you stick with it? Here are some tips:

- To stay motivated, instead of choosing a long term goal like being able to run a marathon, choose a **process-oriented** goal. A process oriented goal is a short-term **action oriented goal**. For example, set a weekly mileage or time goal, i.e. I will walk 8 miles this week, two miles at a time or I will do exercise three times this week, 20 minutes at a time.
- Set a specific time to exercise. If you cannot exercise at the same time everyday, make an exercise appointment for yourself in your calendar for each exercise session. Plan around various other appointments, events, etc. that you have scheduled for that particular week.
- Keep a log to monitor your progress ("Participant Exercise Log") whether or not you reach your weekly goal.
- Reward yourself weekly for accomplishing your exercise goals. For example, establish a fund for yourself to buy new clothes, shoes, etc., and contribute to it upon meeting a weekly goal. Or, allow yourself extra time in the shower or bath.
- Distraction is very effective in making exercise easier. Find a partner to talk with, while you daydream, compose letters or plan your next party while you exercise.
- Vary your activities. When walking, vary your route each time you exercise. Try biking or dancing to your radio for 30 minutes instead of walking.
- Get in the proper mindset to exercise. Talk to yourself about why you can and will succeed. If you are sore, remind yourself that those muscles are starting to benefit from the exercise. Focus on behavior, not the goal. For example: I will walk 30 minutes today, not I will walk 10 miles this week.
- A relapse into old behavior (not exercising) is inevitable on occasion. Forgive yourself! Rethink your goal and make one you believe you can accomplish for that week. Start building again from there, changing your goals as you reach them.

WATCH YOUR STEP... AEROBICS

Whether you are just beginning step (bench) aerobics or are quite advanced, here are some important tips to keep in mind while stepping.

- Use a bench that's appropriate for your height, fitness level and predisposition to knee problems.
- Look down at your bench every four to six seconds to stay aware of its location and height.
- Maintain good posture.
- Plant your heel firmly in the center of the bench.
- Do not bend your knee more than 90 degrees.
- Avoid pivoting on a bent, supporting knee.
- Stay aware of the amount of pressure on your knees and of how stable you feel.
- Warm up your muscles before stepping and cool down and stretch afterwards.
- The intensity of 45 minutes of a bench class equals that of running seven miles.
- Bench stepping places less stress on bones and joints compared to jogging.
- When using hand weights in conjunction with bench aerobics, keep the weights below your shoulders. Hand weights should only be used if you are in a high fitness category.

PEDAL PUSHERS

Cycling is a fitness alternative for those who want freedom from health clubs and gyms. Besides providing a change of scenery, cycling lets you pedal your way to aerobic benefits without the stress of running. Learning the basics of body position and cycling technique can provide beginning cyclists with the form necessary for endurance on a bicycle.

If you bike for recreation or exercise, use comfort and efficiency as standards to measure proper form. A racing crouch, while aerodynamic, is not the best position. You should lean forward until your torso forms a 45 degree angle with the seat. Keep your shoulders relaxed and extend your elbows almost fully. Grip the handlebars with hands shoulder-width apart. When the ball of your foot is on the pedal in its lowest position, your knee should be slightly bent. The knee should never lock. If you have to reach with your leg, or your pelvis dips, your seat is too high.

Pedaling correctly makes the most of your effort. Your legs should do all the work. You can pedal more effectively by visualizing an egg shape when applying force to the pedal. The push should begin at about the two o'clock position with the thrust continuing until about eight o'clock. Cyclists refer to this technique as "skating."

The first rule of aerobic cycling is no coasting. Your next guideline is the cadence at which you turn the pedals. Cadence is measured in revolutions per minute (rpms), the number of complete turns of a pedal with one leg. About 60 rpms is close to walking speed. A good range for the recreational cyclist to get a good aerobic workout is between 75 and 100 rpms.

Points To Remember

1. Adjust your seat so that your knee is slightly bent when the pedal is at its lowest position.
2. Position your torso at a 45 degree angle to your seat.
3. Grip the handlebars so that your hands are directly below your shoulders. Keep your shoulders relaxed with elbows extended (arms straight).
4. Apply force to the pedals in an arc from the two o'clock position through to eight o'clock.
5. Use cleated shoes (safer than toe clips) to get the most from each stroke.
6. No coasting. Use a gear that lets you maintain a steady cadence between 75 and 100 rpms.
7. Wear a helmet. Bike helmets reduce the risk of head and brain injury by at least 85 percent.
(See next page.)

Source: Condensed from an article by Michael Yessis, Ph.D., SHAPE, July, 1989.

STATIONARY BIKE CHECKLIST

- The bicycle should be steady when you get on and off. The resistance is easy to set and can be set to zero. The seat is comfortable.
- The seat can be adjusted for full knee extension when the pedal is at its lowest point.
- Large pedals and loose pedal straps allow feet to move slightly while pedaling.
- There is ample clearance from the frame for knees and ankles.
- The handlebars allow good posture and comfortable arm position.
- For full cardiovascular benefit, cycle for a minimum of 20-30 minutes.
- Read or watch TV while you cycle to limit boredom.

BIKE HELMETS: DON'T LEAVE HOME WITHOUT ONE

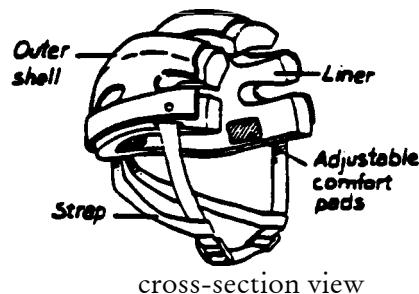
Head injuries to cyclists without helmets account for 85 percent of the nation's 1,000 annual cycling deaths. Thirty-four percent of these head injuries occur in children ages 5 to 14. Moving at only 20 miles per hour, when an unprotected head hits something solid, there is little chance of survival.

Wearing a helmet decreases the risk of head injury and death by 78 percent.

Choose any helmet approved by the American National Standards Institute (ANSI) to be sure it meets safety standards for absorbing severe blows. Replace helmets every five years as the plastics used in both their inner and outer layers deteriorate under the stress of weather and hard knocks. If you have an accident, send your helmet to the manufacturer for inspection, even if it appears undamaged. Many manufacturers will replace damaged helmets free of charge.

Look for these features when choosing a helmet for yourself and your children:

- **Impenetrability.** A rigid outer shell can stand up to abrasion and collision with-sharp, hard objects. The usual materials are polycarbonate or fiberglass.
- **Shock absorbency.** A good liner is as important as the shell. It should be at least half an inch thick and made from crushable expanded polystyrene. Though it is stiff, it will give under impact, absorbing the shock of a collision or fall.
- **Comfort and fit.** You and your child are less likely to wear an uncomfortable helmet. Sponge-rubber or fabric pads should hold the helmet firmly to your head. The helmet should allow for good ventilation, which is crucial on hot days.
- **Security.** A snug-fitting chin strap, fastened with a D-ring or buckle, will keep the helmet from flying off.



For information on the most recently approved helmets, send a stamped self-addressed envelope to: Bicycle Helmet Safety Institute, Washington Area Bicyclists Association 1015 31st Street N.W., Third Floor Washington, D.C. 20007, or call (202) 872-9830.

Source: University of California. Berkeley Wellness Letter, March 1989)

TIPS ON JOGGING FORM

- Run the way you walk: heel to toe. Gently land on the heel, roll forward to the ball of your foot, then push off. Well-cushioned running shoes are designed so that the heel of the shoe absorbs the major impact of your weight as you run. (Running on the balls of the feet is just for sprinters.)
- Keep your stride short. Your leading foot should strike the ground under your knee, instead of reaching forward. Jog smoothly, lightly and relaxed. Don't jar.
- Avoid the tendency to lean forward while running. Keep your back straight and your head up.
- Practice "belly-breathing." Allow your stomach to expand with each breath. This will help you breathe more efficiently and help avoid side-stitches.
- Keep your hands loosely cupped (not clenched) and bend your arms at the elbow so that they are at waist-level, parallel to the ground. Use your arms to move yourself along. Occasionally shake and relax your shoulders and arms.
- Find a steady pace that allows you to pass the "Talk Test." You will receive more benefit from running more slowly, and taking more time, than from running at a pace that is too fast for you and having to quit early.

Safety When Jogging

- Jog against the flow of traffic.
- Look for cars when crossing streets.
- Avoid jogging on busy streets and after dark as much as possible.
- Jog single file when jogging on a street shoulder.

FITNESS AND FAMILY...

Your Whole Family Can Benefit From Exercise

Fitness, like other good habits, is often learned at an early age. Regular exercise for your children is as important for them as it is for you. And, family fitness can be fun!

Tips for increasing your family's fitness:

- Be a role model for your family. Your exercise activity can influence other members of the family.
- Plan family outings that involve fitness _ activities. Take walks together. Go hiking in the woods. Go to the pool and teach your children to swim. Go biking together.
- Buy „fitness" toys for your children. Toys like bicycles, hula-hoops, jump ropes and roller skates encourage activity.
- Teach "fitness" games to your children. Children enjoy playing action games like tag, baseball, kickball and badminton.
- Be creative with fitness. Teach your children to dance. Have treasure hunts. Have rainy-day parades. Take the stairs and count them.

MORE FIT QUIZ ANSWERS

6. If you have back or joint problems, you should avoid aerobic exercise.

Answer: FALSE. Aerobic exercise is extremely important for cardiovascular health. If you have back or joint problems, it is wise to avoid high-impact aerobic exercises like running, jogging or rope skipping. Low-impact exercises such as swimming and walking are highly effective for improving and maintaining cardiovascular fitness without putting excess strain on your joints or back and can in fact alleviate low back pain caused by everyday stress.

7. Improving fitness makes daily work activities easier.

Answer: TRUE. Although it takes the same amount of energy to perform the daily activities whether or not you are fit, the activities are perceived as requiring less energy the more fit you are.

8. Stretching exercises prepare the body for more vigorous activity.

Answer: TRUE and FALSE. Stretching the muscles that you will use during an exercise bout can prepare them for movement through a full range of motion. **HOWEVER, stretching should not be done on "cold" muscles.** Stretching "cold" muscles can lead to injury. If you decide to stretch before the aerobic segment of your workout, be sure to stretch after your warm-up. Stretching is actually more important after your exercise bout because it will help to prevent muscle soreness and will aid in returning blood to the heart.

9. A cubic foot of muscle weighs the same as a cubic foot of fat.

Answer: FALSE. Muscle weighs more than fat. For this reason, it is not uncommon for an overweight person to weigh more after beginning an exercise program. Weighing more does not make the individual "bigger." When an individual increases lean body mass and decreases body fat, the individual will be slimmer even though a slight weight gain may have occurred. The key point is that **body composition** is more important than body weight when attempting to improve fitness AND when trying to fit into a smaller dress or pants size.

10. Regular exercise will help you lower your resting heart rate.

Answer: TRUE. Aerobic exercise strengthens your heart muscle. Therefore, your heart is able to pump more blood with each beat and fewer beats per minute are required.



Fall Into Fitness

Week Four

Contents

1. Week 4 Personal Goal Sheet
2. The Role Of Muscular Strength & Endurance in Physical Fitness
3. The Magic Of Cross Country Skiing
4. Row, Row, Row Your ... Rowing Machine?
5. Now That You Have Started, You Just Can't Stop!! Helpful Hints For Maintaining Your New Behavior
6. Eight Week Exercise Planner

Fall Into Fitness

Week Four Personal Goal Contract

To reach my personal goal for this week I will:

(What do I want to do) _____

(How much) _____

(When) _____

(How many days this week) _____

What can I do this week to help me accomplish this goal? _____

When I achieve this goal I will reward myself with _____

THE ROLE OF MUSCULAR STRENGTH AND ENDURANCE IN PHYSICAL FITNESS

Muscular Strength is the force a muscle produces in one effort (how much weight you can lift). Working out with weights is the best way to increase your strength. Increased strength comes most quickly from heavy resistance and few repetitions. This is not aerobic exercise. However, muscle strength is essential for fitness.

Muscular Endurance refers to the ability to perform repeated muscular contractions in quick succession, as in doing 20 pushups in a minute, without fatigue. Muscle endurance is also an important part of fitness. The key to increasing endurance is repetition, working at a moderate level, and gradually building up in the number of repetitions. Training for muscular endurance has the added benefit of toning flabby muscles without excess muscle building.

Strong, well-toned muscles help you maintain good posture and help prevent low back pain and injuries. Muscular strength and endurance exercises will not improve your cardiovascular system, but a high level of strength will allow your muscles to work longer before tiring. This can result in improved sports performance and improved job performance for individuals whose responsibilities include lifting, standing or moving heavy objects. Having a moderate level of muscular strength and endurance enables you to more fully participate in, and enjoy, everyday tasks, aerobic exercise and recreational activities.

Exercises For Muscle Strength and Endurance

After an aerobic workout:

1. **Do pushups** to improve muscle strength and endurance of shoulders, arms and chest. Use soup cans or weights, if available, to do **arm curl-ups**.
2. To improve the strength and endurance of abdominal muscles do **abdominal curl-ups** (modified sit-up: low back and waist remain on the floor, only shoulders come up).
3. To improve the strength and endurance of gluteal and hamstring muscles, do **prone leg lifts**. Lie on your stomach on the floor. Place palms on the floor near your shoulders. Lift the right leg until gluteal and hamstring muscles contract. Do five repetitions holding each for 5-10 seconds and repeat with left leg.
4. To improve the strength and endurance of the quadricep muscles, do **seated lower leg lifts**. While seated, lift your leg until the knee is straight and the leg parallel with the floor. **Do five** repetitions holding for 5-10 seconds and repeat with left leg. Or, do **chair squats**. Stand in front of a chair facing away from it. Squat down as if you are about to sit down. Do not sit. Hold the position for 5-10 seconds and repeat 5 times.
5. To improve the strength and endurance of low back muscles, repeat number three with the addition of raising the head off the floor as the leg is raised (**keep head parallel to the floor, do not arch your neck backwards**). Go slowly. Hold and repeat the same as in #3 above.

Don't forget to breathe when doing any muscular strength or endurance activities. Breathe in a regular pattern; **breathe out as you lift, and breathe in as you return to a resting position.**

Exercise different muscle groups each day so that all muscles have been worked by the end of the week. Give muscles at least one day of rest between workouts if you are using weights. Curl ups and pushups can be done everyday.

Combine muscle endurance training with your aerobic workout in a circuit for an overall workout. In between lifting exercises (with weights or just pushups and curl-ups), jog, jump rope, do step aerobics or cycle for a total workout time of at least 30 minutes.

THE MAGIC OF CROSS COUNTRY SKIING

Cross country skiing is considered the best all-around exercise for cardiovascular and muscular conditioning. It is a total body, low-impact workout, burning 400 to 700 calories an hour, depending on speed and intensity. If you can walk, you can learn the basic stride of cross country skiing. The best and fastest way to learn is by taking a half-day lesson from a qualified instructor.

Skiing requires special equipment. Before making a major purchase, you may prefer to rent the equipment. If you decide to buy, after the initial purchase, skiing is a relatively inexpensive sport. You will need skis, cross country ski boots and poles. Have your equipment fitted by an experienced professional to get durable gear that will take you through the transition from beginner to advanced skier. Trendy ski clothes are not necessary. Whatever you wear, dress in layers. Layering keeps warm air trapped inside near your body, while allowing sweat and condensation to evaporate. Wear a warm hat, gloves or mittens, and several pairs of thin socks.

If you have not been doing aerobic exercise for at least 30 minutes three times a week, you may require some pre-ski strengthening. Train with free weights or a cross country ski machine. Meanwhile... think snow.

If you don't have access to the snow, or if you would like to continue "skiing" during the summer months, use a cross country ski machine for the same aerobic workout benefit. Learn the proper technique for using the machinery. Consider paying a personal trainer to show you the technique before you start your program to prevent injury and get the most out of your workout.

ROW, ROW, ROW YOUR ... ROWING MACHINE?

Rowing is excellent for fitness because there is the dual benefit of endurance and strength. It is a low-impact exercise that requires both upper and lower body movement. In rowing, muscles of the arms, legs, abdomen, torso and buttocks are used. Rowing machines provide as good an aerobic workout as rowing a boat down the river with similar muscular benefits. However, there is the potential for injury on rowing machines if you row incorrectly. The tips below should help you prevent injury.

- Begin your workouts with a progressive slide - a routine in which you move farther along on the sliding seat with each set of strokes. With the seat all the way back at the finish position, row 20 strokes only with your arms; 20 strokes with your arms and back using a quarter of the slide on each stroke; then 20 strokes using three-quarters of the slide; and finally 20 strokes using the full slide. This establishes your rhythm and balance and warms up the correct muscles.
- To prevent overexertion during the first few weeks of your rowing program, gradually increase the pressure you exert on the oar to about 75 percent of maximum.
- As you become more fit, add speed training to your workouts. Divide your workout into sequences of rowing at different pressures (the amount of force you apply to the oar). Begin with five minutes of light paddling. Follow with five minutes at half your maximum pressure, then two minutes at three-quarter pressure. Build up to a minute at full pressure to bring you to peak exertion. Reverse the sequence. Finish with five minutes of paddling.
- As your rowing style improves, experiment with your **stroke rating** (the number of strokes you take per minute). Regardless of the pressure you are using, the pause between strokes should be equal to the time of the strokes.

If you've been thinking about taking the plunge and investing in a rowing machine, here's a list of features you may want to check out in your comparison shopping:

1. Smooth seat action
2. A comfortable seat
3. Dual shock absorbers
4. A solid, stabilizing frame
5. Swiveling foot plates
6. A timer or stroke counter
7. Larger shock absorbers which do not wear out as quickly as the smaller ones

Adapted from: "The Fit Body: Building Endurance," Time Life Books

NOW THAT YOU HAVE STARTED, YOU JUST CAN'T STOP

Use the following eight week exercise planner to continue exercising, especially if you are continuing the program over any holiday periods. Write in all your appointments, parties, shopping and vacation plans on the appropriate dates. Next, **write in your exercise sessions!** Remember, a long exercise session following overindulgence at a party or cookout goes a long way in maintaining weight. Getting in exercise over a holiday period is the biggest exercise challenge you will face. **Plan ahead and you will stay more fit, more healthy and more prepared to not overindulge.**

Tips For Maintaining Your New Behavior

- Remind yourself of the long-term goal for maintaining your fitness program Why do you want to continue this lifestyle behavior?
- Review the initial benefits/barriers sheet in the first packet. These may need to be redone. Your benefits and barriers may have changed.
- No one activity will meet all of your needs. Try a variety of activities. Doing the same exercise activity may get stale; variety helps you stick to your program by relieving monotony. Variety also allows you to have a back-up plan when you might not be able to do your regular exercise activity.
- Stay motivated. Continue to set weekly goals to move forward in your lifestyle change.
- Develop a support system. Involve family and friends in the activities.
- Record your progress and reward yourself when you make improvements in time or intensity.

CONGRATULATIONS FOR "FALLING INTO

FITNESS!" BEST WISHES FOR CONTINUED

EXERCISE SUCCESS!

EIGHT WEEK EXERCISE PLANNER

[illegible]

